



Taxpayer Identification  
and Processing Division  
25 Elm Place, 3rd Floor  
Brooklyn, NY 11201

## EXEMPTION CERTIFICATE FOR GOVERNMENTAL AGENCIES

### TAX ON OCCUPANCY OF HOTEL ROOMS

Pursuant to Section 112502 (c) of Chapter 25, Title 11 of the Administrative Code

To: \_\_\_\_\_  
NAME OF HOTEL, APARTMENT HOTEL OR LODGING HOUSE

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
DATE

This is to certify that I, the undersigned, am a representative or employee of the governmental agency indicated below; that the charges for the occupancy at the above establishment on the dates set forth below have been, or will be, paid for by such governmental agency; and that such charges are incurred in the performance of my official duties as a representative or employee of such governmental agency.

#### DATES OF OCCUPANCY ▼


\_\_\_\_\_  
GOVERNMENTAL AGENCY

\_\_\_\_\_  
SIGNATURE OF REPRESENTATIVE

OPERATORS OF HOTELS, ETC., SHOULD NOT ACCEPT THIS CERTIFICATE UNLESS THE  
OFFICER OR EMPLOYEE PRESENTING IT SHOWS SATISFACTORY CREDENTIALS.

#### NOTE:

- ◆ A separate exemption certificate is required for each occupancy and for each representative
- ◆ This exemption certificate must be presented at time of registration